



SIDMOUTH TOWN COUNCIL



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EX10 9BB

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To: All Members of the Town Council
Town Clerk

27 May 2016

Dear Sir/Madam,

**Meeting of Sidmouth Town Council
in its Capacity as Trustee
Monday 6 June 2016
on the rising of the Council Meeting**

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, Sidmouth. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Yours faithfully,

Christopher E Holland
Town Clerk

AGENDA

	<u>Page/s</u>
<u>PART 'A'</u>	
1 Apologies To receive any apologies for absence.	
2 Minutes To confirm the minutes of the Trustee Meeting held on Monday 16 May 2016.	3 – 4
3 Declarations of Interest To receive any Members' declarations of interest in respect of items on the agenda. Note: You must also declare the nature of any personal or disclosable pecuniary interests in an item whenever it becomes apparent that you have an interest in the business being considered.	
4 Matters of Urgency To consider any items that in the opinion of the Chairman should be dealt with as matters of urgency because of special circumstances. (Note: such circumstances need to be recorded in the minutes)	
5 Exclusion of the Public To agree any items to be dealt with after the public (including the press) have been excluded. There is one item which the Clerk recommends should be dealt with in this way.	

6 **Use of Salcombe Regis Recreation Field**

A request has been received to use Salcombe Regis Recreation Field as a wedding venue in September 2017. This would involve the erection of a large marquee, a professional wedding company serving food and alcohol and a number of the wedding guests camping overnight in the field.

A copy of the current Letting Agreement is attached for Members information.

5

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
in its Capacity as Trustee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 16 May 2016
on the rising of the Council Meeting

Ward	Councillors Present:
Sidmouth North	Dawn Manley
Sidmouth South	Kelvin Dent
	John Dyson
	Paul Wright
Sidmouth East	Marc Kilsbie
	Frances Newth
Sidmouth West	Matt Booth
	Louise Cole
	John Rayson
Primley	Simon Pollentine
	Jeff Turner (Chairman)
Sidford	Jack Brokenshire
	Ian McKenzie-Edwards (Vice-Chairman)
Sidbury	John Hollick
	Gareth Jones
Salcombe Regis	Ian Barlow
	David Barratt
Apologies:	Michael Earthey, Stuart Hughes

The meeting started at 7.30pm and finished at 7.35pm.

PART 'A'

1 Minutes

The minutes of the Trustee meetings held on Monday 11 April 2016 were signed as a true and accurate record.

2 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Louise Cole	5 Plaque on The Ham	Personal	Remained in the Chamber during discussion and voting	Sidmouth Drill Hall Hub Director
Cllr Matt Booth	5 Plaque on The Ham	Personal	Remained in the Chamber during discussion and voting	Sidmouth Drill Hall Hub Director

3 Matters of Urgency

The Chairman reported that an email had been received from Oliver Salter asking permission to move sailing boats to the old boating lake from Thursday 21 July until Saturday 23 July, in order to clear some outside space during a wedding to be held on Friday 22 July 2016.

RESOLVED: That permission be granted for the sailing club to move boats to the old boating lake area from Thursday 21 to Saturday 23 July 2016.

4 Use of The Ham

Dave Bramley, Sidmouth Science Festival had requested permission to situate a small number of marquees on The Ham on Sunday 9 October 2016 to house demonstrations as part of the event to celebrate the science and technology of the Sidmouth Esplanade.

RESOLVED: That permission be granted for the Sidmouth Science Festival to use The Ham and erect a small number of marquees to house demonstrations on Sunday 9 October 2016.

5 Plaque on The Ham

Councillor Louise Cole had asked for retrospective permission to put a Sidmouth Drill Hall Hub plaque, acknowledging the funding received for Sidmouth Sea Fest, on the wall at The Ham.

RESOLVED: That permission be granted for Sidmouth Drill Hall Hub to put a plaque on the wall at The Ham.

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CHAIRMAN OF THE COUNCIL



LETTING AGREEMENT

Between Sidmouth Town Council and (Name of Hirer)

For the hire of **Salcombe Regis Recreation Field**

Date(s) required

Title of hiring Organisation and contact address

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Telephone Number Email Address

Total Hire Charge will be

A donation to the Council as Trustees for this land will be required in the sum of £80 for each set up and take down day and £530 for the day/s of the event
Hire charge payable in advance - payable to Sidmouth Town Council
To be paid by Bacs : Barclays Bank PLC Account No : 70807966 Sidmouth Town Council
Sort Code : 20 30 47 Customer (Please quote *name of hire property*)

TERMS & CONDITIONS OF USE FOR SIDMOUTH TOWN COUNCIL PROPERTY/LAND

The Hirer undertakes to comply with the following Terms & Conditions of Use

- No damage shall be caused to the property.
- All rubbish & litter shall be removed at the end of the event and the property returned to the state at which the hirer took possession.
- *A bond of £500* shall be paid to Sidmouth Town Council and enclosed with this form which will be held against any damage caused or litter clearance needed. This will be repayable upon completion of the Council's inspection.
- *Relevant Public Liability Insurance documentation* shall be supplied with this form.
- *A summary of planned activities* accompanied by a basic *risk assessment* for your event shall be provided with this form.
- *A Temporary Event License* should be obtained from East Devon District Council (if required) a copy of which shall be enclosed with this form.

Signature of hirer Date

Please print name Position in Organisation

Christopher E Holland, Town Clerk
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